

## School Finance Advisory Committee Meeting August 1, 2005

Subject / Name	Issue	Suggestions / Resolution
Logistics	Ralphie Carter went over meeting logistics. The FY05 SFAC meet quarterly, however, it will meet every other month in FY06. All meetings are open to the general public.	
<p>Updates/Prior Meetings</p> <ol style="list-style-type: none"> <li>1. Excused vs. Unexcused Absences</li> <li>2. 1<sup>st</sup> Day Absence</li> <li>3. CEC funding</li> <li>4. 100<sup>th</sup> Day Counts</li> <li>5. Current Year vs. Prior Year Funding</li> <li>6. Dual Enrollment</li> <li>7. USFR Memo 185</li> </ol>	<p>Lyle Friesen reviewed the FY05 SFAC and updated the committee on some of the subjects.</p> <ol style="list-style-type: none"> <li>1. A document will be issued regarding excused vs. unexcused absences. Lyle noted that not every SMS can process their state absences.</li> <li>2. If a student is absent on the 1<sup>st</sup> day, the most he would get would be 90 or 91 days, however, if the student attends the 1<sup>st</sup> day, he would get 100 days.</li> <li>3. There were no reports from Cave Creek and Paradise Valley districts for CECA and CECB funding. This item was tabled pending legislation requiring unorganizing to join a district or form its own district.</li> <li>4. He also reviewed 100<sup>th</sup> day counts vs. full year funding (180 day funding), four-year funding, current year vs. prior year funding, and the definition and use of the auxiliary fund.</li> <li>5. Districts are funded based on prior year numbers and charters are funded on current year numbers. Dysart would love to be funded on current year. A declining district might want to choose differently. There are other issues to discuss on this matter, so it was recommended that a subcommittee be formed.</li> <li>6. He reviewed the dual enrollment of a student in a traditional district and a charter. Also, JTED main campus of a satellite and a district, member district, non-member district.</li> <li>7. Finally, he reviewed USFR memo 185, relating to Capital vs. M&amp;O.</li> </ol>	<ol style="list-style-type: none"> <li>1. SF committee proposed that a parent justified absence is excused and that 10 unexcused absences roll the withdrawal date to the last date of attendance.</li> <li>2. Kevin Price recommended to the SFAC, the ADE Advisory Committee, and the ADE Policy Committee (where it was approved) that a continuing student that shows up on the second day will get funded for the first day of school. First day absences will apply in 06-07 software changes.</li> </ol>
School Finance Section Review	<p>Philip Williams reviewed the mission and other various item regarding the School Finance Section.</p> <ul style="list-style-type: none"> <li>• He stated that the SF mission is to “do what we can to support the Arizona education system as well as to be the best state Department of Education in the country.”</li> <li>• The education community (ADE, districts, and charters collectively) should work towards common objectives and goals.</li> <li>• The optimal and exact operating goals of SF are the distribution of taxpayer dollars, as well as to maximize funding available for school purposes.</li> </ul>	

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School Finance Section Review (continued)	<ul style="list-style-type: none"> <li>• Additionally, when SF distributes funds, they want the distributions to be correct.</li> <li>• Phil would like to focus on 3 items:               <ol style="list-style-type: none"> <li>1. Optimizing the funds available for school operations.</li> <li>2. Becoming more exact in the way that K12 education is reported.</li> <li>3. Improve the quality of data/information that is collected and reported.</li> </ol> </li> <li>• There has been a reorganization of School Finance to improve services.               <ol style="list-style-type: none"> <li>1. Lyle Friesen (Co-Chair) is the Legislative Advisor and will be responsible for items including legislation, business rules, and operating environment.</li> <li>2. Lyle's team is Budget Operations and they are responsible for completing budgets for organizations.</li> <li>3. There is an internal ADE organization to replace the vacated Regional Training Centers (RTCs.) This organization will consist of Northern, Southern, and Central regions. The team will provide support to the LEAs to get data into the applications/systems correctly.</li> <li>4. Katherine Van Mourik is the director for Data Analysis and Reporting. Her team will be responsible for projections as well as to make data available through a reporting structure.</li> <li>5. Bonnie Betz is the director for the Payments Group and they are responsible for Fiscal Operations and Reconciliation.</li> <li>6. There is also a Business Technology and Support team which is responsible to build tools and generate reports to assist SF in being more efficient and effective.</li> <li>7. Finally, Phil would like the SFAC subcommittees to be the heart of success by being active and bringing resolution and recommendations to the table.</li> </ol> </li> </ul>	
SF Budget Emails	Lyle Friesen discussed that SF has started sending emails on budget related items, including submitting a coversheet, 915, proposed budget, and adopted budget. This idea came from someone who submitted a rejected budget file and he wanted an email confirmation. SF sends a receipt email. Proposed and adopted email receipts link to errors, so check status once a week. LEAs should keep coversheet receipts as confirmation for audits.	SF is working on contact information for <a href="http://www.ade.az.gov/edd">http://www.ade.az.gov/edd</a> . Someone can search for contacts and positions in the SF database by entering the district/charter name. SF is attempting to send this out to Business Managers and the plan is to include AFR with budget files in the email notifications.
Next Meeting	<a href="#">Monday, October 17, 2005</a>	

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### Acronyms

AASBO	Arizona Association of School Business Officials	LEA	Local Education Agency
ADE	Arizona Department of Education	M&O	Maintenance and Operation Fund
ADM	Average Daily Membership	NAVIT	Northern Arizona Vocation Institute of Technology
AFR	Annual Financial Reports	RTC	Regional Training Center
AG	Auditor General	SDER	School District Employee Report
CCD	Common Core Data	SF	School Finance
CEC	Certificate of Education Convenience	SFAC	School Finance Advisory Committee
CSF	Classroom Site Fund	SMS	Student Management System
EVIT	East Valley Institute of Technology	USFR	Uniform System of Financial Records
JTED	Joint Technological Education District		